



The

Challenge



Sierra Army Depot, Herlong, CA

July 2006

Vol. 62 No. 6

Depot partners with Federal Prison Industry

*New partnership
aides expansion of
depot capability*

**By Lori McDonald
Public Affairs Officer**

Sometimes an organization might find it necessary to go outside the normal work atmosphere in order to accomplish a deadline schedule.

Sierra Army Depot did just that on May 31, 2006, when they entered into a partnership with Federal Prison Industries located within the Federal Correctional Institute in Herlong, Calif.

Lt. Col. Brian Butler, SIAD depot commander, and Ms. Kuma Deboo, warden FCI-Herlong, cut the ribbon to the FPI complex acknowledging the beginning of a new partnership.

FPI, known by its trade name UNICOR, uses prisoners to make products and provide services, mainly for the US government. UNICOR manufactures products such as office furniture, clothing, beds and linens, electronics equipment, and eyewear. It also offers services such as the refurbishment of tactical vehicles and components.

The partnership with FPI is not a competition between the work forces, but designed to augment and supplement depot capabilities for painting and sand blasting during times of surge and schedule delivery demands. The current program FPI will assist the depot on is the trailer reset program. The depot looked for support from FPI when the demand for more up armor on the High Mobility Multi-Wheeled Vehicle was needed.

One key advantage to this new partnership is the close proximity of complimentary facilities. If problems arise regarding an operation, individuals from each facility are just moments away to help resolve issues.

The facility is scheduled to be operational by the end of this month. FPI will have approximately 250 inmates working in staggered shifts to accomplish the scheduled workload. Some of the inmates will be highly qualified at the specific skills needed, while at the



The sand blast booth above and the paint booth in lower right photo will allow the depot to accelerate turn around time during surge demands. Lower left photo Lt. Col. Brian Butler (left), Ms. Diane Suartes, FPI associate warden, Thomas Burkett, FPI general manager and Kuma Deboo, FCI warden cut the ribbon during a ceremony acknowledging the newly formed partnership.



same time, they will be providing training on functional skills to other inmates.

"We are committed to making this work. What FPI has to offer is very important," said Vincent Sabatino, SIAD deputy commander.

"This is great work for the inmates as it provides realistic skills for them to use when they are paroled," said Thomas Burkett, FPI general manager.

VISION STATEMENT

To expand our capabilities and capacities to be the best value rapid deployment logistics platform to satisfy joint war fighters' materiel requirements during peacetime and national emergencies

Deputy Commander's View

RUMOR CONTROL

AJ1 Business growing? We have been in negotiations and providing bids to HQ AMC to become the site for a large amount of SWA returns to AJ1. Although we don't have money yet, it does look like there could be a significant increase in workload in FY07 for the AJ1 operations. How much? I don't want to commit to any numbers, but we could see the current workforce of 80 people in AJ1 double or triple in size.

The reason for my hesitation on committing to a number is we really don't know how much other work will materialize for the depot. We could see no net increase in personnel if other work doesn't get funded. We will know better as we get closer to the end of this FY (30 SEP). I can tell you that the reason we are being considered for this work is the outstanding job the people working in AJ1 have done since we started this program two years ago.



Vincent J. Sabatino
Deputy Commander

SUPPLEMENTAL BUDGET

On Friday, 26 May 06, the Vice Chief of Staff of the Army instituted a number of spending restrictions for operation and maintenance, Army (OMA), due to the absence of a Supplemental spending appropriation. Now what does that mean here at Sierra?

These restrictions apply to direct OMA; however, because the Army working capital funds (AWCF), of which Sierra falls within, may be funded

by OMA/Supplemental funding, we should be aware of the potential impact to our business areas.

We all need to be absolutely draconian in enforcement. Any TDY that is scheduled, to include interns, are cancelled unless fees/penalties exceed projected TDY costs. This is just one example of things we need to focus on.

Another example is training. The depot has been holding CSI training on a weekly basis. Although we had to stop training for a one week period, the decision was made to continue with this on-site training because of the cancellation costs the depot would incur. If you were scheduled to attend CSI and it was cancelled, Bob Picco will be getting with the supervisors and re-scheduling those employees at a later date.

Everyone on the depot needs to understand this newest guidance and adhere to it strictly. All expenditures, regardless how small, are going to be checked.

We all need to continue to do the right thing and be prudent with taxpayers dollars.

LEAN/SIX SIGMA

Lean Six Sigma efforts are ongoing for the depot. Recently, there has been an increased focus on 6S/Visual Management. The Generator and Trailer Reset programs have completed several Lean events in their areas. Six Sigma is being integrated into the process improvement methodologies as well. Simpler has conducted three Problem Solving and Corrective Action classes resulting in five people being Yellow Belt certified. Technology Management Partners conducted White Belt training for key leadership positions on the depot and will conduct Green Belt training for select candidates once funding becomes available.

Sierra has passed the second Surveillance Audit performed by PJR and continues our ISO certification.

DEPUTY (See Page 8)

The Union's Position: AFGE, Local 1808

This is a continuing article on the A-76 Process. These articles are part of the plan to keep the depot employees informed of the progress of the A-76 Study.

Why the Solicitation is important

a. Solicitation. An agency shall not issue a solicitation that places any prospective provider at an unfair competitive advantage. When developing and issuing a solicitation for a standard competition, the contracting officer shall comply with the Federal Acquisition Regulation and the following:

(1) Acquisition Process and Source Selection Provisions. The contracting officer shall identify in the solicitation whether the acquisition procedures will be a sealed bid or negotiated procedures. If negotiated procedures will be used, the contracting officer shall identify in the solicitation the type of source selection process



Jim Swistowicz, President

(i.e., lowest price technically acceptable, phased evaluation, tradeoff).

(2) Solicitation Provisions Unique to the Agency Tender. A solicitation shall state that the agency tender is not required to include (a) a labor strike plan; (b) a small business strategy; (c) a subcontracting plan goal; (d) participation of small disadvantaged businesses; (e) licensing or other certifications; and (f) past performance information (unless the agency tender is

based on a Most Efficient Organization that has been implemented in accordance with this circular or a previous OMB Circular A-76).

(3) Solicitation Closing Date. The date for delivery of offers and tenders shall be the same.

(4) Compliance Matrix. To decrease the complexity of performing source selections, the contracting officer may include a cross-reference compliance matrix in section L of the solicitation. A compliance matrix should clearly identify proposal reference information as it relates to the performance work statement (PWS), contract line item numbers (CLIN), solicitation sections L and M, proposal volume and section, and, if appropriate, contract data requirements list (CDRL) references. This matrix should be modified to account for proposed performance standards that differ from the requirements in a solicitation.

(5) Performance Periods. An agency shall use a minimum of three full years of performance, excluding the phase-in period, in a standard competition. An agency shall not use performance periods or the agency tender that differ from performance periods for private sector offers and public reimbursable tenders. The Competitive Sourcing Official (CSO) shall obtain prior written approval from OMB to use performance periods that exceed five years (excluding the phase-in period). [See OMB Memorandum M-04-12 (April 30, 2004) when applying this provision.]

(6) Government-Furnished Property (GFP). The PWS team shall be responsible for determining whether the agency will make government property available to all prospective providers. Agency determinations to provide or not provide GFP shall be

UNION (See Page 5)

The Challenge

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SIERRA ARMY DEPOT HAS WORKED 2 DAYS SINCE OUR LAST ACCIDENT



As of June 22, 2006

Look for this sign as you come through the main gate

BE AWARE!
For the Month of July

Are you working in 306

General Support
Are you a Helper

Then you are prone to

Muscular & Skeletal strains and pains

Data provided by Safety Office

AJ1 employees - great job!

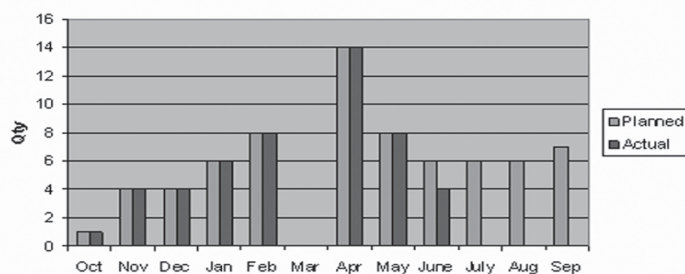
AJ1 is a large operation supported by busy, highly motivated and a wonderful group of people. The support from the workers is nonstop - even though leadership and personnel may change often - we always stick together and get the job done. The folks in AJ1 look at themselves as one single group-employees and leadership work together to train new employees and even work through breaks to accomplish

tasks. It is a wonderful operation and I love working within AJ1. Everyone is more than happy to lend a helping hand.

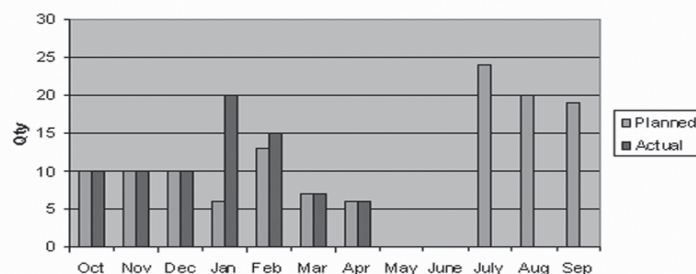
There is no single area of AJ1 that excels more than another. We have storage doing a great job generating material release orders on items to ship. We sent a bunch of workers and leaders to help accomplish the backlog in 306 - GREAT JOB! When receiving
AJ1 (See Page 11)

Sierra Army Depot Production Requirements As of June 22, 2006

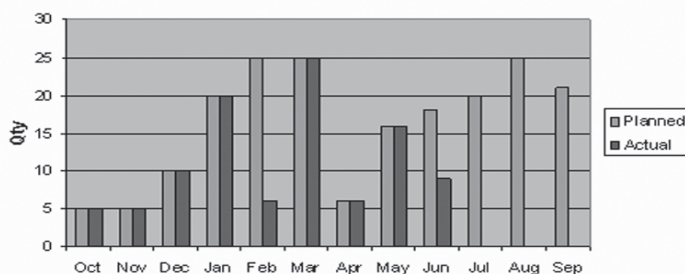
3K Reverse Osmosis Water Purification Units



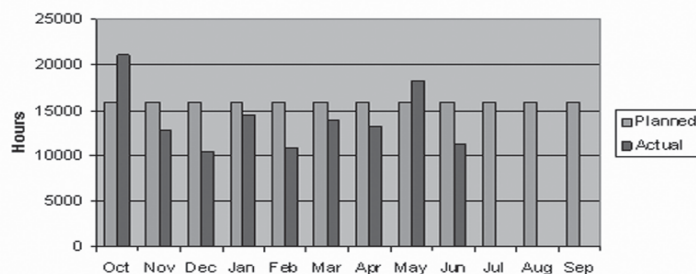
Forward Area Water Point Supply Systems



Generator Reset



AJ1



Understanding Contracting 101

Sole Source Justification



Sometimes it can be taken for granted that the Contracting Office knows you can only get the item or service from one contractor. However, you should never assume that what might

be obvious to you, is obvious to someone sitting in the Contracting Office.

If you have an item or service that can truly only be provided by one contractor a sole source justification and approval (J&A) needs to accompany the purchase request. It should also arrive at the same

time the purchase request does, otherwise a lot of valuable time may be lost with back and forth communications to clarify the need for a sole source.

Many times the Contracting Office has gone out and attempted competition, only to find out that the end user knows it can only be provided by one source. How does this happen? When the purchase description lacks clarity on the item/service specifics, the contract specialist will assume that there are several vendors capable of providing the item/service since a sole source justification wasn't supplied with the purchase request.

Keep in mind that the Contracting Office purchases a wide variety of goods and services for the depot and any one contract specialist cannot be as intricately familiar with what's needed as an end user

might be. Also, a vendor that quotes on the item/service may not know that there is some little detail that makes their product/service different from that of another vendor or possibly the original equipment manufacturer.

Sole source justifications need to include valid and detailed information to substantiate a contracting officer's determination that there is only one contractor that has the capability to provide your unique item or service. A one line statement just won't do.

The people in the Contracting Office are responsible for spending the government's/taxpayer's money wisely and efficiently and part of this process includes providing for competition as discussed in an earlier bulletin, when there is no valid sole source justification.

Complete customer satisfaction



Photo by Lori McDonald

During a recent strategic planning process for the TACOM Acquisition Center, major customers exchanged information and feedback as to how employees within the contracting arena are doing in the areas of quality, responsiveness, timeliness, communication and business relationships. Three employees from the Sierra Contracting Office were acknowledged for providing exceptional support to the customer. Diana Hamilton (left), James Brooks and Tracy Marino were all recognized for their extraordinary service as they went beyond the call of duty to meet the customer's needs. Congratulations & Great Job!

New command to improve logistics management

By Michelle McGaskill
AMC PAO

ROCK ISLAND ARSENAL, Ill. (Army News Service, June 5, 2006) – In order to stream line end-to-end logistics in support of the Army's modular force, the Army recently approved the establishment of a new subordinate command under the Army Materiel Command.

The change transforms AMC's Army Field Support Command at Rock Island Arsenal, Ill., to the Army Sustainment Command. The AFSC has already begun its transition to the ASC, with a ceremonial activation set for this fall.

"The Army is transforming and so is the Army Materiel Command," said Greg Kee, AMC deputy chief of staff, G-5, strategic plans and policy. "The Army has transformed to a brigade-centric Army, and AMC is realigning its organizational structures to support the Army modular force from the brigade to the national level," he said.

The transition expands AFSC's current mission by adding reset synchronization, distribution and materiel management functions, and integrating logis-

tics support with joint and strategic partners. Already existing missions include managing the Army's prepositioned stocks, the Logistics Civilian Augmentation Program and field support.

ASC will increase its staff by several hundred Soldiers while also realigning a number of civilians with the command's global operations.

"Standing-up the ASC is a step in the right direction to improve logistical support to the Warfighter for several reasons," said Lt. Gen. William Mortensen, AMC deputy commanding general. "ASC enables us to be more responsive and provides a single interface-point to the Soldier in the field for acquisition, logistics and technology."

"Converting AFSC to ASC will link the industrial Army to the expeditionary Army, and help provide greater logistical integration and support to deploying forces as well as redeploying and training forces," he said.

Kee acknowledged change brings challenges, but AMC is prepared to face them head-on. "We are working with operational commanders to ensure that there is no gap in logistics capability to the Warfighter as we transform."



Unit part of documentary

The HBO documentary "Bagdad ER" depicts the day to day operations in an emergency room located in Bagdad. The unit within the documentary that was ensuring medical treatment was provided to the Soldiers in a time of crisis was the 86th Combat Support Hospital. The 86th CSH is one of the active units Sierra Army Depot supports. Pictured at left are members from the 86th CSH that were completing medical maintenance and an inventory of assets at SIAD last month. SIAD is pleased to know the assets deployed from here through the US Army Medical Material Agency to the 86th CSH are saving Soldiers lives.

UNON: (From Page 2)

justified, in writing, and approved by the CSO. Consistent with FAR 45.102 and FAR Subpart 45.3, solicitations may offer the use of existing government facilities and equipment and may make such use mandatory. The determination to provide government property shall not be used to influence the outcome of the competition. The Agency Tender Official (ATO), MEO team, and any individual assisting in the development of the agency tender, shall not be involved in the determination to provide GFP.

(7) Common Costs. The contracting officer shall identify common costs in the solicitation.

(8) Phase-in Plan. The contacting officer shall include in the solicitation a separate CLIN for a phase-in plan. Private sector, public reimbursable and agency sources shall propose a phase-in plan to replace the incumbent service provider. The contacting officer shall designate the phase-in period as the first performance period. The CLIN is limited to the phase-in costs associated with phase-in actions as documented in the phase-in plan. Phase-in plans shall include details to minimize disruption and start-up requirements. The phase-in plan shall consider recruiting, hiring, training, security limitations, and any other special considerations of the prospective providers to reflect a phase-in period of realistic length and requirements.

(9) Quality Control Plan. The contracting officer shall include in the solicitation a requirement for prospective providers to include a quality control plan in offers and tenders.

(10) Quality Assurance Surveillance Plan. The PWS team shall develop the quality assurance surveillance plan, which identifies the methods the government will use to measure the performance of the service provider against the requirements of the PWS.

Union meetings are on the first Tuesday of the month at Bldg. 58 at 5:15 p.m.. All are welcome to attend. Union Office telephone number is 827-5375.

NEED STAMPS? THEY MAY BE CLOSER THAN YOU THINK!

By Christine Olson
Herlong Postmaster

Where is the post office in Herlong? As you are leaving the depot and going past the Skeddadle Inn, turn left on California Street. On your left is a long, long building which houses the Herlong Post Office and the Sierra Central Credit Union. Turn left into the parking lot and you will see these establishments. When we get a flag and flag pole, we will be easier to find. We are open M, T, W, and F from 8:00 to 4:30, on Thursdays 8:00 to 5:30, and closed for lunch from 12:30-1:30. Come on over and meet the ladies at Herlong Post Office.

And now for some interesting information from Marketing:

Drag, boat racer learning to turn left at speedway

By Sam Williams
Lassen County Times

Lassen Speedway rookie Tim MacDonald, who drives the No. 77 hobby-stock, has a lot of experience in the cockpit, but it doesn't really apply to Lassen County's dirt track.

MacDonald raced dragsters in college and spent six seasons piloting unlimited hydroplanes, including the Winston Eagle and Smokin' Joe, the Camel-powered speedboat.

The rookie freely acknowledges his lack of experience.

"It's a lot of fun, but there's a big learning curve," MacDonald said. "The car gets better each race, and I'm more experienced each time. It's a lot harder than I thought it would be, but it's a blast. We're having a lot of fun."

Robert Wesch, the car's co-owner and mechanic also has experience in drag racing — where the driver and the car hurtle in a straight line for a quarter of a mile. But the drag strip ain't a dirt track.

"We keep working on the car to try and improve it," MacDonald said. "We're trying different sized tires. We might try some new springs. But the most important thing is getting me some more seat time. I have a drag racer's mentality, and I'm not used to turning left and going around in a circle."

"Actually, you wind up turning right a lot of the time," he quipped.

MacDonald got his first exposure to the Lassen Speedway track as a spectator, and over the years he became more and more interested in racing out there on the dirt himself.

"It's all new to me," MacDonald said. "I watched the races for several years. From up in the stands I thought the track was really rough, but the track's really good. It seems pretty smooth to me. I think the promoters are doing a wonderful job."

He said for now he's happy to be a local driver on a local track.

"This year I'm just going to race locally and get the feel of things," MacDonald said. "I might try out some other tracks next year."

MacDonald and Wesch built up a 1978 Monte Carlo with a 355ci motor.

MacDonald said the engine has high compression pistons, a big solid-lifter camshaft, a Holley carburetor and a special racing intake manifold.

"So far, the car's holding together," MacDonald said.

He currently runs in eighth place in the points standings with 64 points.



Photo by Sam Williams

Hobby-stock rookie Tim MacDonald, right, and car co-owner and mechanic Robert Wesch, left, watch the action at Lassen Speedway.



Photo by Sam Williams

Rookie Tim MacDonald pushes his No. 77 hobby-stock past the competition on the back straight during last month's race at Lassen Speedway. MacDonald drives a 1978 Monte Carol with a hot-rodded 355 Chevy motor.

Need postage stamps? They may be closer than you think. Wherever you go, there's a location or opportunity to buy stamps.

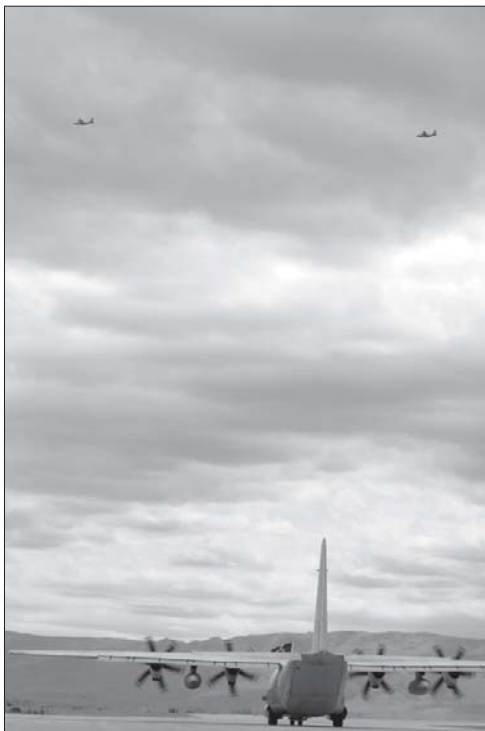
Buy Stamps Online — It's "Quick, Easy, Convenient." Stamps are just a couple of mouse clicks away using the Internet and The Postal Store. You can buy stamps by price, subject or type and get them delivered to you in just a few days. There is a small

handling fee to prepare and ship your order. Go to usps.com/shop.

Buy stamps at an APC — The new Automated Postal Center (APC) is a state-of-the-art self-service mailing kiosk that helps you conduct most retail transactions, including sending packages and letters, buying stamps and searching for a ZIP Code. Thousands of

STAMPS (See Page 11)

Lightning Fu



Amedee Arm

Air Force unit from Travis Air Force Base is conducting an exercise designed to deploy troops in an environment similar to Afghanistan. The exercise involves drops, aircraft touch and go landings, unloading, flying with the aid of night vision training.



May 15 -

erty Exercise



my Airfield

Force Base, Calif., conducted and
oops to open up an airbase in an
n. The exercise included personnel
ngs, cargo drops, cargo loading and
ht vision goggles and threat reaction



23, 2006

DEPUTY: (From Page 2)

SAFETY

As you come to work and look at the sign just past the main gate, you will notice we are having a hard time going just one day without an accident. Although there are no specific trends, employees need to be more alert to their surroundings.

Another topic of concern is personal protective equipment. The Safety Office has been tasked to look at initiatives that pertain to PPE. Some potential initiatives that are being considered to help the Safety Program become more efficient are: same type of equipment throughout the depot to maintain conformity with standard guidelines and issue PPE from tool rooms as to easier accessibility for employees to obtain equipment, which will help us become more efficient and standardized.

CONNECTIONS SURVEY

In May, the TACOM Life Cycle Management requested all General Schedule employees and military to complete the "Connections Project" survey. The objective of this project was to study communication patterns within the TACOM LCMC and assess our organizational integration efforts and assist in accelerating and building partnerships. The goal for each installation was to achieve an 80% completion ratio. Sierra had 236 GS employees and 1 military on depot, there were only 161 who completed the survey. Sierra achieved only a 68.22% comple-

tion rate. In the future when these surveys are sent out to employees, it is in our best interest to take the time and complete the surveys. By doing this, TACOM will have a better understanding and knowledge how the command can accomplish better business practices.

COMMON ACCESS CARDS

Employees could be confronted with some work constraints beginning July 1, if they forget their Common Access Cards (CAC) at home. A new DoD policy mandates that employees with computer access will not be able to log in to a computer without their CAC. The Directorate of Information Management has been working with employees to ensure their CAC are updated and currently working.

There are many features that are associated with the CAC, such as encrypting and digitally signing messages. These two features should not be used for general e-mail traffic. Use of these features will use up bandwidth and eventually slow down the entire system. Before you send an e-mail, take a few seconds to determine if either of these features are necessary.

Let me end with reminding everyone that on July 20, the depot will be holding the annual Employee Picnic. Look for the flyers that are around the depot and on the back page of The Challenge. Sign up for team and individual activities and join the commander and myself for a great day.



Hot topics of the month provided by Fire Inspector Ehrman



Fire in the grill, under hot dogs and burgers, is a welcome sight at the family cookout. But, fire anywhere else can make your summer kick-off barbecue memorable for all the wrong reasons.

Facts

- Gas and charcoal grills or open pit barbecues are major causes of structure fires and outdoor fires in or on home properties. Every year the ownership of gas-fueled grills increases which then increases the possibility of more structure fires.
- Gas grills have a higher fire risk than charcoal grills because leaks and breaks within the lines. Charcoal grills have a higher risk than gas grills of death due to fire or unvented carbon monoxide. Most of these deaths do not involve fire.
- Placing combustibles too close to heat, and leaving cooking unattended, are the two leading causes for charcoal grill home structure fires.
- Half of all gas grill and charcoal grill home structure fires begin on an exterior balcony or unenclosed porch.

Safety tips

- Position the grill well away from siding, deck railings and out from under eaves and overhanging branches.
- Place the grill a safe distance from lawn games, play areas and foot traffic.
- Keep children and pets away from the grill area: declare a three-foot "safe zone" around the grill.
- Put out several long-handled grilling tools to give the chef plenty of clearance from heat and flames when flipping burgers.
- Periodically remove grease or fat buildup in trays below grill so it cannot be ignited by a hot grill.

A final word about cookouts: Propane and charcoal BBQ grills must only be used outdoors. If used indoors, or in any enclosed spaces, such as tents, they pose both a fire hazard and the risk of exposing occupants to toxic gases and potential asphyxiation.

(Editor's Note: Statistics were obtained from the National Fire Protection Association).

Help stomp out fires

Harry Ehrman, III
Fire Inspector

Sierra safety dawg says....



I've been looking over Sierra's Accident Records from 2003 to 2006 and noticed that many of these accidents could have been prevented by just using basic PPE (Personal Protective Equipment) such as hand, eye and foot protection. How would your life be if you would lose a hand or an eye? Would you be able to keep your job? Could you support your family? Please take the extra time to protect yourself and coworkers by getting the right PPE for the job.

I noticed that other accidents could have been prevented if we would have taken the time to get extra help to lift or move material. I'm sure your supervisor wouldn't mind if you took the extra time to get help to do a task, especially if it saved them from doing the paperwork necessary if you hurt yourself.

I understand that no matter how hard we try, accidents sometimes happen. We just need to be aware, focused and thinking all the time.

I believe that **predicting** what could happen is the key to **Accident Prevention**. If you'd just take a few minutes and look at any job or task that you must do and try to predict how you might get injured while doing this task, you can prevent the accident from happening. Just predict the potential hazards and use Engineering Controls or PPE to prevent the injuries you already predicted. It's really quite simple to predict these hazards; it's just a matter of taking the time to do it. Try this at work and at home for all activities and remember.....give the Dawg his well deserved treat!

WOOF!

Russ Collier, Safety Dawg

Depot employee helps in the Hurricane Katrina recovery effort

One of our very own, Michael Dale Rose, Internal Review Officer, has just returned from a 93 day deployment to south Louisiana in support of the Katrina Recovery effort. During his time there, Rose assisted the Corps of Engineers as their Chief of Internal Review for all of Louisiana. He was responsible for reviewing and overseeing Corps emergency operations pertaining to debris pick and disposal and demolition of homes destroyed by Hurricane Katrina.

"Over 80% of New Orleans was damaged by flood waters," said Rose. "It will take years to completely recover from this natural disaster".

KATRINA (See Page 9)

Indispensable tips for Word users - Part III

Things you don't have to do . . .

* **Worry.** You don't have to worry about doing something wrong. Just get familiar with the program and experiment with Word features. If something looks wrong or funny, that's when you use the Undo feature. Press or type the wrong thing, try [Ctrl]Z to undo whatever you did. Always remember you can press [Ctrl]Z or choose Undo from the Edit menu to undo changes one at a time. Aside from deleting or failing to save a file, there's almost nothing you can do that isn't reversible.

* **Move your hands from the keyboard.** You don't have to use the mouse to do things like open menus, select or format text, or move the insertion point marker. You may find you work more efficiently if you're not always moving your hand from the keyboard to the mouse. Press [Home] to move to the beginning of the current line and press [End] to move to the end of the current line. Press [Ctrl] and the left

or right arrow to move one word in either direction. Hold down [Shift] while pressing those keys to select the text between the insertion point marker and the beginning or the end of the line, respectively.

* **Select an entire paragraph to change formatting or style.** You don't have to select the entire paragraph to change the paragraph's formatting or style. Just click anywhere in the paragraph and choose the desired format or style. A good example is justification. Just click anywhere in the paragraph and then click the Align Left, Align Right, or Justify button on the Standard toolbar.

* **Work with only one document at a time.** You don't have to close one Word document before you open another. Open as many at a time as you want to. Use the [Ctrl][F6] keyboard shortcut or the Windows menu to move quickly between open documents.

* **Risk missing something you're looking for.** You don't have to visually scan and manually scroll through a document looking for a word or phrase. Use

[Ctrl]F to open the Find tab and let Word locate the text for you.

* **Waste time during spelling check.** You don't have to repeatedly click Ignore or Ignore All every time the spell-checker stops on a proper noun or a term that's commonly used in your documents. Click Add (Add To Dictionary in Word XP) so you don't waste time checking the same words over and over.

* **Delete old text you're replacing.** You don't have to delete text you want to replace with new text. Select the old text and start typing the new. The first keystroke replaces the old selected text. Don't waste time pressing [Delete] first.

* **Press [Backspace] over and over.** You don't have to press [Backspace] a dozen times to delete a word or phrase. If you type something and then change your mind, pressing [Ctrl][Backspace] to delete a word. One thing more wasteful: using the mouse to click on the beginning of a word or phrase and then pressing [Delete] repeatedly. (You can use [Ctrl][Delete] to remove words in that situation.)

CPAC extends helping hand to employees dealing with the Army Benefits Center - Civilian

The Department of the Army has announced that local Civilian Personnel Advisory Centers (CPACs) will return the "personal" element to certain benefit processes for Army civilian employees. While the Army Benefits Center-Civilian (ABC-C) remains the provider of benefits counseling and processing services, the personal assistance of your CPAC may help you feel more comfortable in managing your benefits. The CPAC will continue to publicize benefits information and help you become familiar with the ABC-C's *Employee Benefits Information System* (EBIS) and all it has to offer.

It is important to understand that the overall benefits processes will not change; you will still make benefits elections/changes via the ABC-C's web and phone-based systems, and will continue to obtain all estimates and counseling from the ABC-C. The CPAC can, however, extend a caring and familiar hand to the processes mentioned below:

Retirement Assistance – You may obtain applications for retirement, Post-56 military deposits, civilian deposits/redeposits and beneficiary designation forms from the ABC-C web site at <https://www.abc.army.mil>; however, the CPAC will also provide these forms upon request. Additionally, at the request of the employee, the CPAC can assist you in obtaining estimates from the ABC-C's EBIS system and also review completed retirement and other application forms before they are sent to the ABC-C.

It is important for employees to submit their retirement packages to the ABC-C within 90-120 days of the intended retirement date.

Sensitive Issues – It is critical that the CPAC be notified immediately (by the employee or his/her supervisor) of any of the events listed in the chart below in order to determine any possible benefit entitlements and offer personal assistance. The CPAC will notify the ABC-C in such instances:

Event	Potential Impact
Death of an employee	Beneficiary/survivor benefits or lump sum retirement benefits; unpaid compensation; death claims for FEGLI, TSP
Death of an Immediate Family Member	Benefits under FEGLI Option C – Family; change of FEGLI Options; FERS coverage; beneficiary designations
Employee who appears to have a disabling condition expected to last one year in duration that has rendered the employee unable to remain in a productive capacity	Eligibility for disability or discontinued service retirement
An accidental dismemberment Diagnosed as terminally ill with a life expectancy of nine months or less Marriage, divorce, child turns age 22, employee in LWOP status	FEGLI benefits FEGLI Living Benefits; beneficiary designations; disability retirement Permissible benefit changes, beneficiary changes, etc.

We fully support the Department of the Army's initiative to return the "personal" into "personnel" and our staff members look forward to assisting you with your benefits matters.

If you have questions concerning this topic, call Joleen Robles, Human Resource Specialist, (530)827-4333, go on-line to the Army Benefits Center-Civilian: <https://www.abc.army.mil>, or call the Army Benefits Center at 1-877-276-ARMY-CTR - (1-877-276-9287)



KATRINA: (From Page 8)

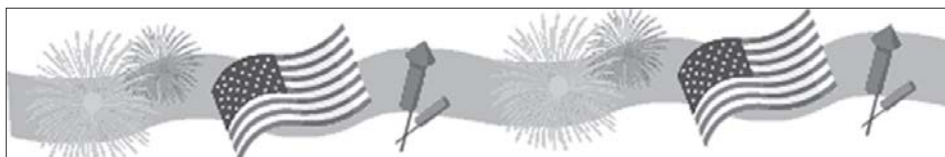
During his deployment, Rose redesigned the Corps disposal process, leading to cost savings exceeding \$1.5 million monthly.

"Volunteering for emergency operations with the Corps is one of the most rewarding, satisfying things I've ever done. I encourage every Sierran to consider volunteering for Corps emergency operations," said Rose. "It will transform you in a very positive way".



Photo Submitted

In recognition for the accomplishment achieved in the Hurricane Katrina recovery effort, Michael Rose receives the Commander's Award for Civilian Service and a Certificate of Appreciation from Col. Dwight Pearson, Corps of Engineers forward command.



Youth Services monthly update corner

By Lanaya Chapman
Recreational Aid

JULY SUMMER TRIPS

Child and Youth Services summer program is in full swing and you don't want to miss out on these great trips we have planned.

School-Age Services Trips:

* July 13 - Wild Island Water Park in Reno

* July 24 - Ft. Sage Nature Walk in Doyle

* July 27 - Movie and lunch in Reno

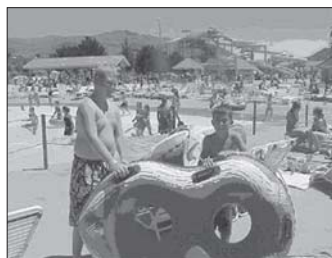
Middle School Teen Trips:

* July 13 - Wild Island Water Park in Reno

* July 21 - Truckee Kayaking Trip in Reno

* July 25 - MS/Teen Lake Trip

If you are interested in signing your youth up for any of these trips please give us a call at CYS at 827-4696. Don't miss out on the FUN!



Photos Submitted

In picture at left, Antoinette Lopez and Sara Gonzalez sit back in a floatation tube and let the current of the water take them on a slow ride. Roger Stoddard and Quinn Hilberg grab a floatation tube and get ready to cool off in the water at Wild Island in Reno, Nev.

Employees achieve yellow belt certifications

By John McKeand
Logistical Management Intern

In the December's edition of *The Challenge*, employees were informed about a new training program that has been implemented here at Sierra Army Depot. It is called "Problem Solving & Corrective Action" and it introduces attendees to the basics of the Six-sigma process along with the tools used to complete successful projects. The training consists of two 3-day classroom sessions along with the successful completion of a project designed to improve a process on the depot. So far, five employees have completed both the classroom training and their projects. They are now certified as "Yellow Belts" by the Simpler Consulting Group.

Project #1 was completed by Sue Catuccio. Sue's project examined the problem dealing with incomplete profiles and project charters being turned in to the Lean office for Lean events. In 2005, only 7% of the process owners completed their event profiles on time. In 2006, a new process was put

into place and the number of events held without a complete event profile has been minimal.

Project #2 was completed by Allen Jones. Al studied the Production Control tracking for the depot. Production tracking on the depot was virtually non-existent in the visual management for the work areas. Through the use of training, news articles, and standardization, the production control boards in the majority of the work areas has improved ten-fold.

Project #3 was completed by Sherry Padilla. Sherry examined the area of physical inventory with her focus being location survey accuracy. Inventory accuracy was WELL below the regulatory standard of 97%. Using the tools she learned in the PS/CA classes, Sherry has put into place a series of controls that are significantly helping to raise our inventory accuracy up to the levels we are required to maintain.

Project #4 was completed by Jon France. The transportation division **LEAN (See Page 11)**

MWR Services

Skeddadle Inn Meeting Center

The Skeddadle Inn Meeting Center/Lounge is now open Monday through Thursday, 6:30 a.m. to 5:00 p.m., Thursdays until the last customer leaves. It is also equipped to cater large or small events.

Call the manager at 827-4360 or email: skeddadle.inn@sierra.army.mil. Business hours are Monday through Friday, 6:30 a.m. to 5:00 p.m.

Sierra Lodge/Guest House

Call the depot lodging manager, 827-4544, or email: skeddadle.inn@sierra.army.mil for information. Room rates from \$50.00 - \$60.00 per person.

Sierra Bowling Center and Snack Bar

Open Monday through Saturday, 11:00 a.m. to 8:00 p.m. Call 827-4442 for information. Check out the Lunch Specials that are advertised Monday through Thursday. Delivery available on all orders received before 10:30 a.m. Contact the Snack Bar to book your birthday packages and holiday parties early.

Physical Fitness Center

Open Monday through Thursday, 11:00 a.m. to 1:00 p.m. and 5:00 p.m. to 8:00 p.m. Open Friday, Saturday, Sunday from 11:00 a.m. to 1:00 p.m. There is no charge for general use for military and depot personnel. For other authorized patrons, there is a \$2.00 daily charge with special monthly rates available. Regular membership is \$20.00, premier membership is \$40.00. A tanning bed is also available at a rate of \$6.00 per tan or a monthly rate of \$35.00. Use of the Racquetball Courts is only \$3.00 per hour.

Now available - Prepaid orders for custom hats, jackets, and shirts with depot logos.

ITR is available at the Physical Fitness Center. For more information call 827-4655 or email ITR@sierra.army.mil or ok.fem@sierra.army.mil.

Outdoor and Equipment Rental

Party rental items are now available along with ATVs. **A safety class is no longer required to rent ATVs and Boats.** However, you must take the State of California test for water craft. Now is a great time to get it done

- Warm weather is here. Books and test are available at the gym during regular business hours - **THIS IS A REQUIREMENT TO RENT ANY WATER CRAFT.** For information call Erika Manfull at (530) 827-4655 or send an e-mail to erika.manfull@sierra.army.mil

Laundromat

Open daily, 6:00 a.m. to 10:00 p.m. in building 142. Cost for wash, \$1.25 and \$.50 cents with a longer drying cycle. Please call 827-4655 for additional information.

Recycling Center

Open Monday through Thursday, 6:30 a.m. to 5:00 p.m. Call 827-4504 or email christopher.long@sierra.army.mil to schedule a pick up or service.

Swimming Pool

Open Tuesday through Sunday, 11:00 a.m. to 7:00 p.m. Cost for a single season pass: Active Duty Military - Free; Dependents of E-1 to E-5, Civilians & Dependents GS-01 to GS-05, WG-01 to WG-02 - \$20.00; All others - \$30.00. Cost for a family pass: Dependents of E-1 to E-5,

Civilians & Dependents GS-01 to GS-05, WG-01 to WG-02 - \$60.00; All others - \$70.00.

MWR Office

The Administrative Assistant can be reached at (530) 827-4497, Monday through Thursday, 6:30 a.m. until 5:00 p.m., or send an email to bonita.weaver@sierra.army.mil. Business Office is (530) 827-4178 or (530) 827-4609.



Community Bulletin

Editor's Note: The Community Bulletin provides an avenue for depot employees to advertise van or car pools, and for-sale items. Money making items such as rentals and personal business will not be accepted.

All information to be considered must be submitted via e-mail to Lori.McDonald@sierra.army.mil, or written items delivered to the Public Affairs Office.

Submission must include a name and telephone extension. Only home phone numbers will be published in The Challenge. Ads will be published in four consecutive newspapers. It is the customer's responsibility to update or renew items listed in the Community Bulletin.

For more information, call Lori McDonald, X4343.



Alvarez says.....

Drivers etiquette during a traffic stop

Here are a few suggestions if a police officer should happen to pull you over for a traffic stop.

As soon as possible, find a safe place along side of the road to pull over. Try to leave enough room for an officer to safely approach your car's driver side. There may be times when the officer will direct the driver where to pull over—follow the officer's directions. It's the officer's discretion which side of the car he/she will approach.

Place your car into park if you have an automatic transmission. If

you are driving a vehicle with a manual transmission, place the shift lever into neutral.

Apply your parking brake.

Don't take your seat belt off.

Wait for the officers instructions with your hands clearly visible on the steering wheel.

If you are carrying a firearm, let the officer know at first opportunity.

Most importantly, don't get out of your car unless told to do so by the officer.

Your cooperation in this matter is greatly appreciated.

Sgt. Alvarez

AJ1: (From Page 3)

was at a stopping point in 307, employees shifted their focus to storing items in our new warehouse at 310. From the Admin staff to the AJ1 Hazard Waste crew, we all work six days a week to accomplish any work necessary. I just love the environment and versatility of all the people working for AJ1. All I

can say is when I hear AJ1, I know it's a challenge ready to be taken on by all.

So Kudos to the workers and leadership.

Alison Stokes



LEAN:

(From Page 10)

was having a problem last summer with some of their LTL (less-than-truckload) shipments. Some of the materials were leaving the depot without bills of lading, and some of the bills of lading were leaving the depot without materials. Using the PS/CA tools and standardizing the LTL shipping process, this problem has all but been eliminated.

Project #5 was completed by John McKeand. As a depot, we had

a serious problem with completing the "to-dos" and projects that were resulting from our lean events. Through the use of the PS/CA tools and creating a system of periodic reviews with the commander, these problems were made visible and quickly corrected.

These are a few of the many success stories that will undoubtedly result from the valuable training that we have received. There will be more, and the scope of each project will increase so that we can alleviate some of the larger problems that exist here at the depot.

Van Pools



Want to start your own van pool? Contact Lori McDonald at 4343 and we will arrange meetings with the current van pool owners and provide both parties a place in the Challenge to advertise available space and potential riders.

Garage Sale Items



4x4 Truck for Sale - 1997 Ford Crew Cab, seats 6, Auto-trans, equipped nicely, Great Family Recreational Vehicle, very clean reliable truck, asking \$15,000 or will consider part trade for an older Toyota 4X4. Please call evenings between 6 p.m. and 7:30 p.m. at (530) 253-3805 and ask for Russ.

1989 CORVETTE

With the warm weather here, here's your next perfect car!

1989 Chevrolet Corvette Convertible (brand new cloth top). **6 Speed 5.7L V8 Power.** Sexy Black, 105K miles. Looks and Runs Great.

Leather Seats, Convertible, CD Player, New Tires, Anti-Lock Brakes, Cruise Control, Power Windows, Air Conditioning, Power Seats, Power Locks, Passenger Airbag, Bose Speakers, Auto Transmission, All Digital Gauges

Asking \$10,000 or best offer. Call Jennifer or Randy at (530) 253-1265



STAMPS:

(From Page 5)

these award-winning ATM-like machines have been deployed in post office locations across the country, and more are on the way. You'll probably be surprised at how fast and easy they are to use.

Buy stamps from ATMs, vending machines, and local stores - Your nearest access point may be an ATM at a local bank, a vending machine in your shopping mall, or a favorite retail store. Thousands of alternative retail locations are available nationwide to meet your mailing needs. To find the nearest one, go to usps.com and click on "Locate a Post Office" in the red banner at the top of the page. Under "What are you trying to locate?" select "Alternate Locations to Buy Stamps." Then type in your address or ZIP code and you will get a list of area businesses and locations where you can purchase stamps. You can even get a map and directions if you like.

Buy Stamps By Phone - Use our stamp hotline to order the postage you need. There is a small handling fee. Debit and credit card users can dial 800-STAMP-24 (800-782-6724).

Buy Stamps By Mail - You don't have to leave your home or office if you order your stamps by mail. Just get some order forms from your letter car-

rier or at your local Post Office, and then order stamps for delivery directly to your home.

Buy stamps at your local Post Office - By offering postage stamps in so many locations and methods, you might get the impression we don't want you to visit your local Post Office. On the contrary, we welcome your business and look forward to serving your mailing needs. Stop by anytime!

SIERRA ARMY DEPOT ANNUAL EMPLOYEE PICNIC 20 JULY 2006 11:30 SIERRA PARK (NEXT TO THE POOL)



Sign up for events at the
Safety Office NLT 13 July



Frisbee Golf
Horseshoes
Car Show
Tug of War
Habanero Eating Contest
Hot Dog Eating Contest
Karaoke Contest
Car Burnoffs

